



DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT AGENCY  
EUROPE REGION  
UNIT 29353, BOX 200  
APO AE 09014



SFIM-EU-PW-B

15 NOV 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Furnishings Program - Policy for Appliance Exchange

1. References:

- a. AR 210-50, 1 September 1997, Installations Housing Management.
- b. Common Table of Allowances 50-909, 1 August 1993, Field and Garrison Furnishings and Equipment.
- c. AR 735-5, 31 January 1998, Policies and Procedures for Property Accountability.

2. The purpose of this memorandum is to establish policy for the exchange of appliances.

3. The IMA, Europe Region, Engineer Division manages a theater-wide contract for the repair, installation, and drayage of appliances. IAW reference 1c, exchanges are only authorized when an appliance cannot be economically repaired. Upgrades (e.g. larger sizes) will be accommodated through attrition. However, requests for an exception will be carefully reviewed. Each time a customer is allowed to exchange a functional appliance for personal reasons (e.g. size, style, age, color, etc.) limited resources are diverted from our modernization program and routine maintenance.

4. Effective immediately, customers, who receive approval to exchange fully functional working appliance for personal reasons, will be required to pay the contractor's fee for transportation and installation. Customers must submit a request in writing to installation housing offices, and make arrangements for payment prior to the delivery and installation of a new appliance. The FY03 rate fees are listed below, however the rates are subject to change based on a contract modification or annual cost review.

- a. Refrigerator (\$65)
- b. Washing Machine and Dryer (\$75/each)
- c. Gas Range (\$100)
- d. Electric Range (\$75)

SFIM-EU-E-HSG

SUBJECT: Furnishings Program - Policy for Exchange of Appliances

5. For customers who reside in Government-controlled housing, an exchange of a range, gas or electric, will only be approved with the provision that it may not result in modifications to kitchen cabinets, countertops, and to the infrastructure (e.g., gas or electric). For customers who reside in private rental housing, Government ranges will be installed in accordance with the manufacturer's safety instructions, which may include permanent fixtures in the wall or the floor connected to the range. Residents are required to receive permission from their landlord prior to installation.

6. European-style washing machines are routinely issued to customers who reside in private rental housing. This is based on the fact that most European homes do not have a hot-water hookup required for an American-style washing machine. However, if a hot-water hookup is available or the customer plans on installing a hot-water hookup, customers may request an American-style washing machine.

7. Exchanges for personal convenience and preference are costly. The contractor has been reminded not to accept an order for an exchange unless authorized by the approving authority. Approval authority for an exchange of appliances remains with IMA, Europe Region, ATTN: SFIM-EU-PW-B. Appeal authority in the event of a dispute is the Director, IMA, Europe Region.

8. The IMA, Europe Region point of contact is Mrs. Barbara Sincere, DSN 370-7118.

  
RUSSELL B. HALL  
Director, Installation Management  
Agency, European Region

DISTRIBUTION:

C